



**COUNTY OF LOS ANGELES
DEPARTMENT OF AUDITOR-CONTROLLER**

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J. TYLER McCAULEY
AUDITOR-CONTROLLER

September 8, 2005

TO: Supervisor Gloria Molina, Chair
Supervisor Yvonne B. Burke
Supervisor Zev Yaroslavsky
Supervisor Don Knabe
Supervisor Michael D. Antonovich
FROM: J. Tyler McCauley *[Signature]*
Auditor-Controller

SUBJECT: **GROUP HOME PROGRAM MONITORING REPORT – CARING FOR
CHILDREN AND FAMILIES WITH AIDS GROUP HOMES - CARING
FOR CHILDREN AND FAMILIES WITH AIDS I AND CARING FOR
CHILDREN AND FAMILIES WITH AIDS II**

We have completed a review of Caring for Children and Families with AIDS I and Caring for Children and Families with AIDS II Group Homes (Group Home or Agency) operated by Caring for Children and Families with AIDS Group Homes. Each Group Home contracts with the Department of Children and Family Services (DCFS).

Caring for Children and Families with AIDS Group Home I (CCFA I) is an eight-bed facility, which provides care for children ages 0-6 years who exhibit medical, behavioral, social, and emotional difficulties. Caring for Children and Families with AIDS II (CCFA II) is a ten-bed facility, which provides care for children ages 6-16 years who exhibit medical, behavioral, social, and emotional difficulties. At the time of the monitoring visit, CCFA I was providing services for four Los Angeles County DCFS children, and CCFA II was providing services for nine Los Angeles County DCFS children.

Caring for Children and Families with AIDS Group Homes are located in the Second District.

"To Enrich Lives Through Effective and Caring Service"

Scope of Review

The purpose of the review is to determine whether the Agency is providing the services outlined in their Program Statement. Additionally, the review covers basic child safety and licensing issues, and includes an evaluation of the Agency's Program Statement, internal policies and procedures, child case records, a facility inspection, and interviews with children placed in the Group Home at the time of the review¹. Interviews with children are designed to obtain their perspectives on the program services provided by the Agency, and to ensure adherence to the Foster Youth Bill of Rights.

Summary of Findings

Generally, the Agency is providing the services as outlined in their Program Statement. CCFA I needs to develop comprehensive Needs and Services Plans that include short and long term goals.

Attached is a detailed report of the review.

Review of Report

We discussed our report with the Agency's management. In response to the recommendations made in the report, the Agency's management completed a corrective action plan (attached) which we approved. We thank the management and staff for their cooperation during our review.

If you have any questions, please contact me, or have your staff contact Mike Pirolo at (626) 293-1110.

JTM:MP:CC:asl
http://auditor.co.la.ca.us/group_home.asp

Attachments

c: David E. Janssen, Chief Administrative Officer
David Sanders, Ph.D., Director, DCFS
Paul Higa, Chief Probation Officer
Jackie Gelfand, Executive Director, Caring for Children and Families with AIDS
Public Information Office
Audit Committee

¹ Interviews were conducted at CCFA II only. Children at CCFA I were not old enough and/or were not developmentally able to participate in interviews.

Caring for Children and Families with AIDS I
5920 Comey Avenue
Los Angeles, California 90034
Phone: (323) 931-1452
License Number: 191601017
Rate Classification Level: 12

I. Facility and Environment

Method of assessment – Observation

Comments:

Caring for Children and Families with AIDS I (CCFA I) Group Home is located in a residential community. The exterior of the Group Home is well maintained. The front and back yards are clean, and adequately landscaped.

The interior of the Group Home is well maintained. The common quarters are neat and clean. There is adequate furniture and lighting in the Group Home. The Group Home provides a home-like environment.

Children's bedrooms are well maintained. The rooms are clean and orderly, and have age-appropriate personalized decorations. There is adequate furniture, lighting, and storage space. Window coverings and window screens are in good repair. The mattresses are comfortable, and the beds all have a full complement of linens. Children's sleeping arrangements are appropriate.

The Group Home maintains age appropriate and accessible recreational equipment. There are also board games, a TV, and a DVD player. Books and resource materials, including a computer with a variety of programs, are also available.

The Group Home maintains a sufficient supply of perishable and non perishable foods.

Recommendations

There are no recommendations for this section.

II. Program Services

Method of assessment – Review of relevant documents and interviews with staff

Sample size: Two

Comments:

At the time of the review, all of the children placed at CCFA I were either non-verbal or not developmentally capable of participating in the interview. Therefore, our conclusions are based on our observations, documentation reviews, and interviews with staff.

Children meet the Group Home's population criteria as outlined in their Program Statement. Children are assessed for needed services within thirty days of placement.

The treatment team develops and implements the Needs and Services Plans (NSPs) with input from the child. The NSPs are current; however, they are not comprehensive and do not include measurable short and long term goals. Case files reflect adequate documentation to show that children are receiving treatment services as identified in their NSPs.

Recommendation

1. **Caring for Children and Families with AIDS management develop comprehensive Needs and Services Plans that are specific, measurable, attainable, realistic, time limited, and include short term and long term goals for all children.**

III. Educational and Emancipation Services

Method of assessment – Review of relevant documents and interviews with staff

Sample size: Two

Comments:

Children are too young to attend school. Children are provided with educational support and resources to meet their developmental and educational needs. The Group Home's program includes the development of children's daily living, self-help, and survival skills.

Children are too young to participate in emancipation or vocational programs.

Recommendations

There are no recommendations for this section.

IV. Recreation and Activities

Method of assessment – Review of relevant documents and interviews with staff

Sample size: Two

Comments:

The Group Home provides children with sufficient recreational activities, and leisure time. Children are given opportunities to participate in planning activities, as appropriate.

Children are allowed to participate in extra-curricular, enrichment, and social activities in which they have an interest.

The Group Home provides transportation to and from the activities.

Recommendations

There are no recommendations for this section.

V. Psychotropic Medication

Method of assessment – Review of relevant documents

Comments:

According to the Agency's management, there are currently no children receiving psychotropic medications. This information is appropriately documented.

Children are aware of their right to refuse medication.

Recommendations

There are no recommendations for this section.

VI. Personal Rights

Method of assessment – Observation, review of relevant documents, and interviews with staff

Sample size: Two

Comments:

Documentation shows that children are informed about the Group Home's policies and procedures, as age appropriate. Children appear to feel safe in the Group Home, and are provided with appropriate staff supervision. Children's interactions with staff appear appropriate, and staff appears to treat children with respect and dignity.

Documentation shows that children are allowed to have private visitors, to make and receive personal telephone calls, and to send and receive unopened correspondence and mail, as appropriate. Children are able to attend religious services.

Discipline policies appear to be appropriate and consistent.

Children appear satisfied with meals and snacks.

Children receive voluntary medical, dental, and psychiatric care.

Recommendations

There are no recommendations for this section.

VII. Clothing and Allowance

Method of assessment – Observation, review of relevant documents and interviews with staff

Sample size: Two

Comments:

The Group Home provides appropriate clothing, items of necessity, and the required \$50 monthly clothing allowance to children. Children of sufficient age are given opportunities to select their own clothes. Clothing provided to children is of good quality and of sufficient quantity. Children are too young to receive an allowance.

The Group Home provides children with adequate personal care items.

Children are encouraged and assisted in creating and maintaining photo albums/life books.

Recommendations

There are no recommendations for this section.

Caring for Children and Families with AIDS II
5930 Comey Avenue
Los Angeles, California 90034
Phone: (323) 931-1452
License Number: 191601553
Rate Classification Level: 12

I. Facility and Environment

Method of assessment – Observation

Comments:

Caring for Children and Families with AIDS II (CCFA II) Group Home is located in a residential community. The exterior of the Group Home is well maintained. The front and back yards are clean, and adequately landscaped.

The interior of the Group Home is well maintained. The common quarters are neat and clean. There is adequate furniture and lighting in the Group Home. The Group Home provides a home-like environment.

Children's bedrooms are well maintained. The rooms are clean and orderly, and have age-appropriate personalized decorations. There is adequate furniture, lighting, and storage space. Window coverings and window screens are in good repair. The mattresses are comfortable, and the beds all have a full complement of linens. Children's sleeping arrangements are appropriate.

The Group Home maintains age appropriate and accessible recreational equipment. There are also board games, a TV, and a DVD player. Books and resource materials, including a computer with a variety of programs, are also available.

The Group Home maintains a sufficient supply of perishable and non perishable foods.

Recommendations

There are no recommendations for this section.

II. Program Services

Method of assessment – Review of relevant documents and interviews

Sample size for interviews: Two

Comments:

Children meet the Group Home's population criteria as outlined in their Program Statement. Children are assessed for needed services within thirty days of placement.

The treatment team develops and implements the Needs and Services Plans (NSPs) with input from the child. The NSPs are current, comprehensive, and include long and short-term goals. Case files reflect adequate documentation to show that children are receiving treatment services as identified in their NSPs.

Recommendations

There are no recommendations for this section.

III. Educational and Emancipation Services

Method of assessment – Review of relevant documents and interviews

Sample size for interviews: Two

Comments:

Children are attending school. Children are provided with educational support and resources to meet their educational needs, and are progressing satisfactorily in school. The Group Home's program includes the development of children's daily living, self-help, and survival skills.

Children are provided with opportunities to participate in emancipation and vocational programs as appropriate.

Recommendations

There are no recommendations for this section.

IV. Recreation and Activities

Method of assessment – Review of relevant documents and interviews

Sample size for interviews: Two

Comments:

The Group Home provides children with sufficient recreational activities, and leisure time. Children are given opportunities to participate in planning activities.

Children are allowed to participate in extra-curricular, enrichment, and social activities in which they have an interest.

The Group Home provides transportation to and from the activities.

Recommendations

There are no recommendations for this section.

V. Psychotropic Medication

Method of assessment – Review of relevant documents

Comments:

Children have current court authorizations for psychotropic medication. Documentation confirms that children are routinely seen by the prescribing psychiatrist.

Children are informed about their psychotropic medication, and are aware of their right to refuse medication.

Medication distribution logs are properly maintained.

Recommendations

There are no recommendations for this section.

VI. Personal Rights

Method of assessment –Interviews with children

Sample size for interviews: Two

Comments:

Children are informed about the Group Home's policies and procedures. Children report that they feel safe in the Group Home, and are provided with appropriate staff supervision. Children expressed satisfaction with the quality of their interactions with staff, and report that staff treats them with respect and dignity.

Children report that they are assigned chores that are reasonable and not too demanding. Children are allowed to have private visitors, to make and receive personal telephone calls, and to send and receive unopened correspondence and mail. Children are able to attend religious services of their choice.

Children report that the discipline policies are consistently enforced and that there are fair and appropriate consequences for inappropriate behavior.

Children report satisfaction with meals and snacks.

Children receive voluntary medical, dental, and psychiatric care.

Recommendations

There are no recommendations for this section.

VII. Clothing and Allowance

Method of assessment – Review of relevant documents and interviews

Sample size for interviews: Two

Comments:

The Group Home provides appropriate clothing, items of necessity, and the required \$50 monthly clothing allowance to children. Children are given opportunities to select their own clothes. Clothing provided to children is of good quality and of sufficient quantity.

The Group Home provides the children with the required minimum base allowances. Children are permitted to spend their allowances as they choose.

The Group Home provides children with adequate personal care items.

Children are encouraged and assisted in creating and maintaining photo albums/life books.

Recommendations

There are no recommendations for this section.



July 11, 2005

Carla Carr
Group Home ombudsman
Department of Auditor Controller
Kenneth Hahn Hall of Administration
500 W. Temple St. Room 515-A
Los Angeles, CA 90012

Re: Caring for Children & Families with AIDS (CCFA) Corrective Action Plan.

Facility # 191601553
191601017

Dear Ms. Carr

In response to the recommendation made subsequent to the recent program audit of Caring for Children & Families with AIDS by auditor-controller Alex Sigal-Liberman, the following corrective actions have been implemented at the two licensed group home facilities.

Regarding Program Services

Recommendation. Ensure all Needs and Service Plans are specific, measurable, attainable, realistic, time limited, and include short term and long term goals for all children.

Corrective Action. The timely development of Needs and Service Plans for child residents has been addressed and indeed remains in force. All of the children placed at CCFA have up-to-date Needs and Service plans.

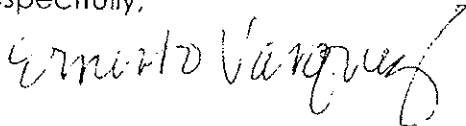
To further comply with the recommendations as set forth in the program audit, the CCFA treatment planning team, specifically the Residential

Case manager will ensure that all residents have a complete Individualized Needs and Services Plans within 30 days of placement and every 90 days thereafter. Furthermore, the Needs and Service plans will be discussed with CCFA's treatment team during the weekly Care Plan meetings. The team will discuss measurable, specific, attainable, and realistic goals. Therefore, the Needs and Services Plans will contain both long-term and short terms goals that have specific time frame for each deliverable

In light of the recommendation, CCFA will include those children who would meet the maturity criteria to physically, cognitively and emotionally contribute to and participate in a portion of the Comprehensive Care Plan meeting.

The administrative staff of CCFA hopes that the content of this response to the recommendation offered by the DCFS Auditor controller adequately meets the requirement for an approved corrective action plan. Should you have any questions, concerns, please contact me at your earliest convenience (323) 931-9828 ext 103.

Respectfully,

A handwritten signature in black ink, appearing to read "Ernesto Vasquez". The signature is fluid and cursive, with a long, sweeping underline that extends to the right.

Ernesto Vasquez
Residential Program Director/Facility Administrator